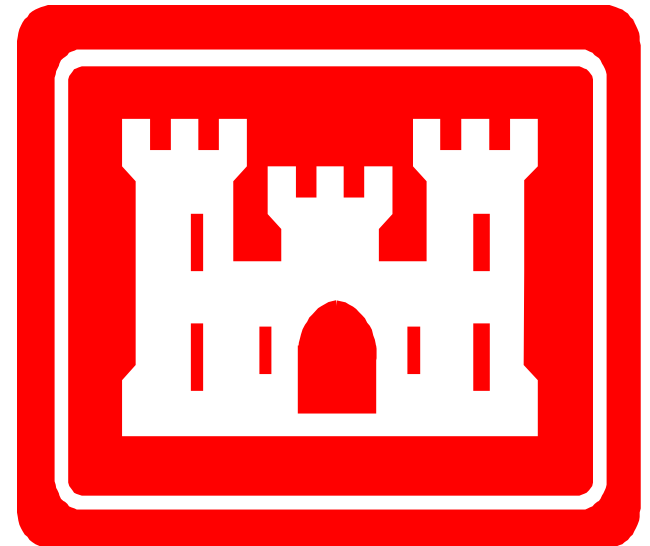


# **Department of Defense National Relocation Program**

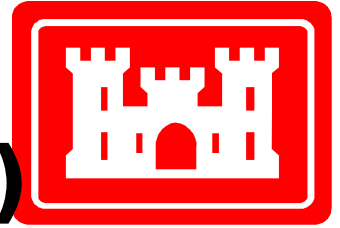
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**U.S. ARMY TRANSPORTATION  
CENTER and SCHOOL, Fort Eustis  
Townhall Meeting**





# **National Relocation Program Office (NRPO)**



**Cal Pierce**

**DNRP Program Manager**

U.S.Army Engineer District, Baltimore

Real Estate Division

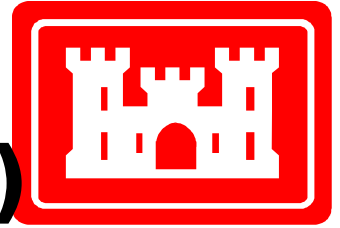
410-962-5161

1-800-344-2501

E-mail: [cal.pierce@usace.army.mil](mailto:cal.pierce@usace.army.mil)



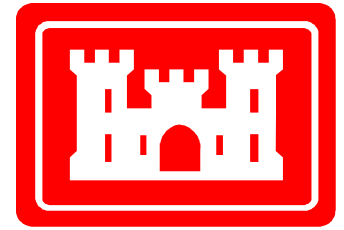
# National Relocation Program Office (NRPO)



- **Natalie Schleicher, Realty Specialist:**  
**410-962-2107**  
**natalie.schleicher@usace.army.mil**
- **Sue Jones, Realty Specialist:**  
**410-962-4675**  
**susan.m.jones@usace.army.mil**
- **Felecia Johnson, Realty Clerk:**  
**410-962-5171**  
**felecia.johnson@usace.army.mil**



# DNRP Handbook Web Site

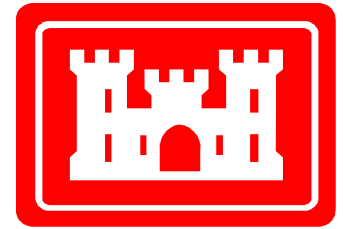


**<http://www.nab.usace.army.mil/dnrp/>**

- NRPO POC Numbers
- SIRVA POC Numbers
- Program Discussion
- Request Form
- Exclusion Clause
- Appraisal Process Info



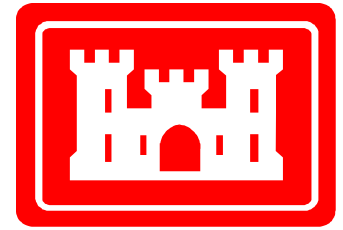
# **Department of Defense National Relocation Program (DNRP)**



- **Relocation Services Contractor Purchases Primary Residence of Authorized DoD Transferring Civilian Employees**
- **Alternative to PCS Real Estate Sale Reimbursement**
- **aka DoD Relocation Services for Employees (DRSE)**
- **Authorized by PL 98-151 in 1985**
- **Implemented by JTR, Vol II Chapter 15**
- **Consolidated by Defense Management Report Decision (DMRD) 974 in 1993**
- **Eligibility Criteria Determined by DoD Component**



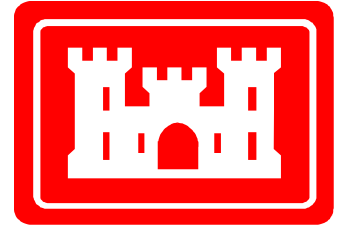
# DNRP Business Concept



- **Centralized Relocation Services Program Administration**
  - **National Relocations Program Office (Baltimore)**
  - **Program Manager/Contracting Officer's Representative**
  - **Technical Staff**
  - **Contracting Officer**
- **Program Administration Provided on Reimbursable Basis**
- **Relocation Services Provided by Nation-wide Contractor**
- **Delivery Orders Authorized with Customer's Fund Cite**
- **Invoices Paid by Customer's Paying Office**



# DA Entitlement Criteria

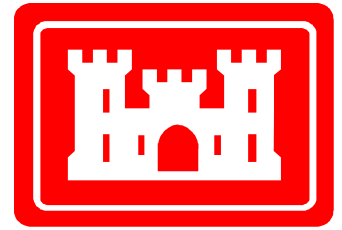


## **DA Civilian Employees are entitled to DNRP when:**

- Moving into or between SES positions;
- Moving under provisions of a Mandatory Mobility Agreement;
- Moving as a result of a Management-Directed Action (e.g., Transfer of Function, RIF, Base Closure)



# Avoid Confusion



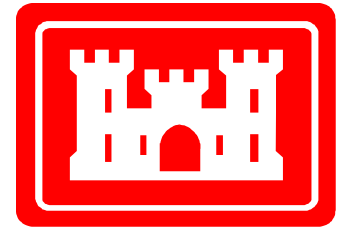
**DNRP is not HAP!**

**HAP is not DNRP!**





# DNRP v HAP



## **DNRP:**

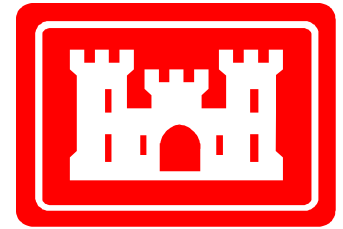
- **Alternative to RE Sale Voucher**
  - **Available at agency discretion**
  - **Civilian employees only**
  - **Customer pays contract fee**
  - **Offer reflects current value**
  - **Contractor owns property**
  - **May be Used as HAP Private Sale**
- 

## **HAP:**

- **Triggered by market decline**
- **Approval required by DASA**
- **Assists Military & Civilian**
- **HAP Appropriations Funding**
- **Loss relief based on PFMV**
- **Government owns property**



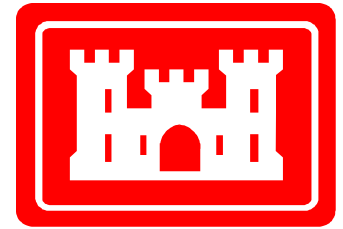
# Typical PCS Benefits



- **Real Estate Sale Expense Reimbursement  
(ALTERNATIVE TO DNRP)**
- **Real Estate Purchase Expense Reimbursement  
(NOT INCLUDED IN DNRP)**
- **Travel to New Duty Station**
- **Temporary Quarters**
- **House Hunting Trip**
- **Household Goods**
- **Miscellaneous Expense Allowance**
- **Relocation Income Tax Allowance (RITA)**



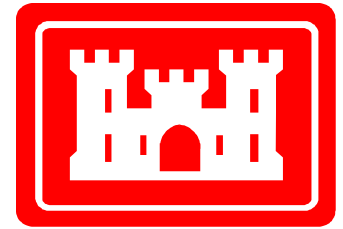
# DNRP Services



- **Guaranteed Home Sale:**
  - Marketing Assistance
  - Appraised Value Offer
  - Amended Value Offer
- **Buyer Value Option**
  - Marketing Assistance
  - Delayed Appraised Offer
- **Property Management**
- **Destination Services:**
  - Mortgage Counseling
  - Homesearch Assistance for Buyers & Renters



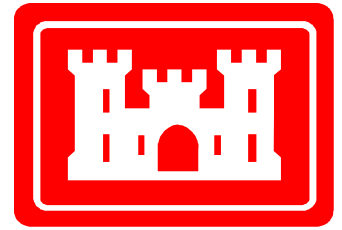
# Guaranteed Home Sale



- **Alternative to Real Estate Sale Reimbursement**
- **Relocations Contractor Buys Your House**
- **Fee Paid by Government Covers Costs of Selling Home**
- **No Tax Liability on Government-Paid Contract Fee**
- **Process Complete in 60-90 Days**
- **Relo Contractor's Offer Equals Average of 2 Appraisals**
- **Marketing Assistance to Achieve Amended Offer**
- **Equity Advance Available from Relo Contractor**



# Guaranteed Home Sale

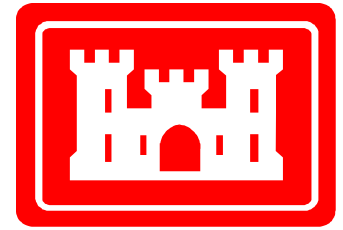


## Property Requirements:

- **Principal Residence when Notified**
- **Owned by Employee and/or Dependent**
- **Meet Legal Requirements for Sale**
- **Complete, Financable, & Insurable**
- **If Rented - Tenant Must Vacate**



# Pro-Rata Shared Fee



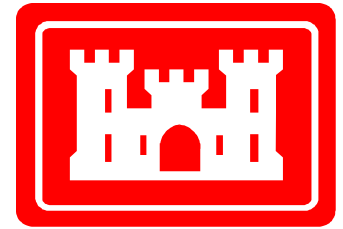
**What:** The employee shares payment of the contractor fee with the government in proportion to ownership or portion of the property covered by the JTR

**When:**

- **Duplex or Multiple Occupancy Dwelling**
- **Excess Land**
- **Joint Ownership with Non-Eligible Person**
- **Appraised in Excess of \$750,000 (May Be Waived)**



# Guaranteed Home Sale

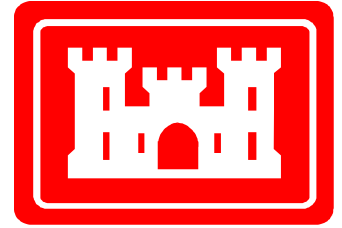


## Ineligible Residences:

- **Boats/Houseboats**
- **Mobile Homes on rented lots**
- **Mobile Homes not real property**
- **Residences containing toxic substances**
- **Cooperative Housing**
- **Homes that cannot be financed or insured**



# Concurrent Activities

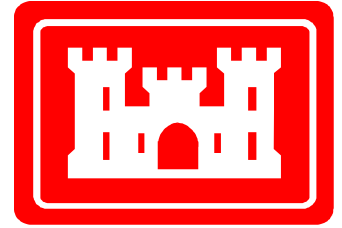


- **Broker Market Analysis**
- **Inspections: e.g. General Home, Structural, Well, Septic, Pest, Mold, Appraiser-Recommended**
- **2 Independent ERC Appraisals**
- **Title Search**
- **Mortgage, Tax, HOA Research**
- **Homeowner Release Forms**





# Marketing Assistance



## **Relocation Contractor will:**

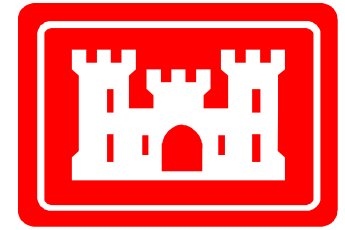
- **Recommend Reliable Real Estate Broker**

## **Broker will:**

- **Help Determine Realistic List Price (BMA)**
- **Help Establish Marketing Plan**
- **Suggest Repairs or Improvements**

## **You will:**

- **List with Exclusion Clause (Listing Addendum)**

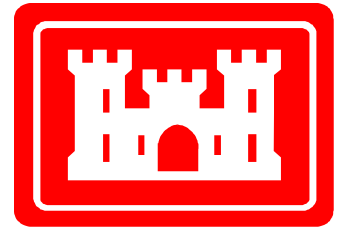


# Appraised Value Offer

- **Offer made to you by the Relocation Contractor is based on the average of two in-range ERC appraisals performed by qualified appraisers of your choice.**
- **If first two appraisals vary by more than 10%, a third appraisal is performed and the offer is based on the average of the two closest appraisals.**



# Appraisal

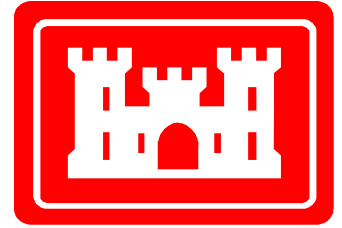


## Why do it?

**The ERC appraisal establishes the most probable selling price of a property that is exposed to the real estate market for a reasonable period of time (Normal Marketing Time in the Area Not To Exceed 120 days).**



# Appraisal

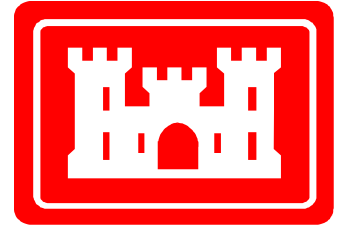


## Who does it?

- **Qualified Independent Fee Appraisers**
- **Selected By Employee**
- **Relocation Contractor Offers List**
- **Qualified Off-List Appraisers**
- **Relocation Contractor Orders Appraisals**



# Appraisal

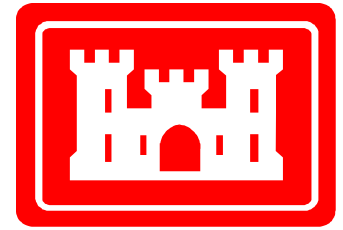


## How is it done?

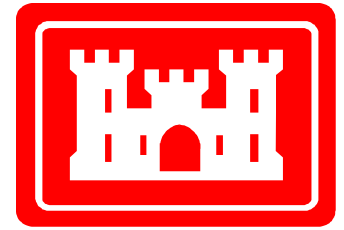
- **Based on ERC Guidelines**
- **Establishes Anticipated Sales Price**
- **Considers Normal Marketing Time Not To Exceed 120 Days**
- **Marketplace Provides Comparable Sales**
- **Inspections and Brokers Market Analysis Provide Additional Information**
- **Appraisal Reflects “As Is” Condition**



# Guaranteed Offer “Safety Net”

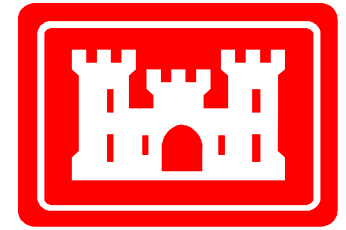


- **Receive Offer by Phone**
  - 60 Day Acceptance Period Begins
- **Followed by Written Contract of Sale**
- **Employee Options:**
  - Accept Guaranteed Home Sale Offer (After 60 Days Marketing Time)
  - Obtain Amended Value Sale
  - Reject Offer/Let it Expire
  - Ask for Reconsideration (Within 21 days)



# Amended Value Offer

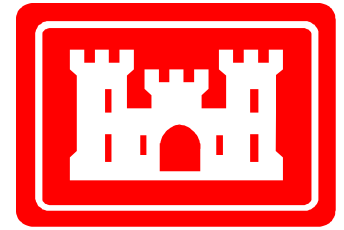
A bona fide offer presented by a third-party potential buyer to the transferee that represents a net market value which may be **More Than, Equal To, or Less Than** the Appraised Value Offer made by the Relocation Contractor.



# Amended Value Sale

- You Market Home with Exclusion Clause
- Refer Potential Buyer (Market-Based Offer) to Contractor's Counselor
- Bona Fide Offer Determined by Relo Contractor
- Contractor "Amends" Appraised Value Offer to You
- You Sell to Relo Contractor at Amended Amount
- Relo Contractor Sells to Third-Party Buyer



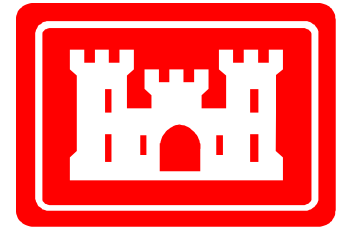


# Buyer Value Option

- You Market Home with Exclusion Clause
- You Get Market-based Offer Prior to Appraisal Process
- You Refer Potential Buyer to Contractor's Counselor
- Contractor Determines if Offer is Bona Fide
- Contractor Accepts Market-based Offer
- You Sell to Contractor at Accepted Amount
- Contractor Sells to Third-Party Buyer



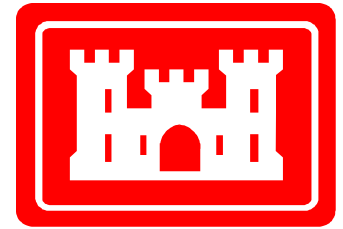
# Home Marketing Incentive Payment



- Authorized in JTR, Vol. 2, Chapter 15, Part C
- Requires Agency/Command Approval
- HMIP with DNRP **ONLY!**
- Government Shares Savings on Amended/BVO Fee
- Amended Sale **MUST** Close with Original Buyer!



# Market-Based Offers



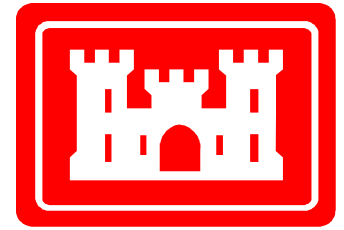
- **Market-Based Offers = Amended Value Offers and Buyer Value Option Offers**

## **WARNING**

- **Do Not Sign or Initial Anything!!!**
- **Do Not Accept Deposit or Earnest Money!!!**
- **You Will Be Disqualified from DNRP!!!**
- **Immediately Contact Contractor's Counselor or NRPO if you get a Market-Based Offer**



# Market-Based Sales

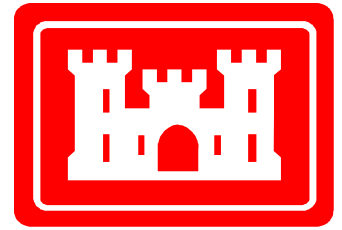


## **Win! Win! Win!**

- Winner #1 = You Get a Better Deal
- Winner #2 = DoD Pays a Lower Fee
- Winner #3 = Contractor Has Ready Buyer



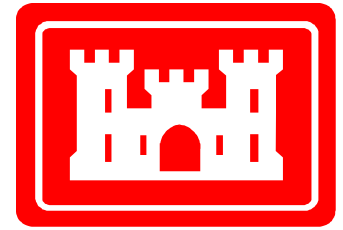
# Payment of Equity



- Equity Balance will be Paid to You within 5 Days of Contract Acceptance
- **Equity Advance Option** - You may Request up to 75% of Equity Based on Appraised Value Offer prior to your acceptance of offer
- 30-Day Vacate: Property Must be Left in Appraised Condition and Broom-Clean



# GUARANTEED HOMESALE TIMELINE

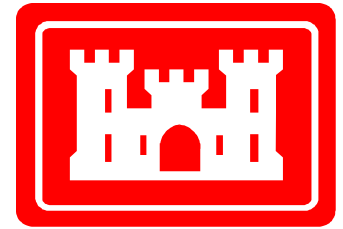


- Intro Call 1 Day
- List House With Realtor 1 Day
- Selection of Appraisers 3 Days
- Appraised Value Offer 21 Days
- Offer Acceptance Period 60 Days
- Equity Payment 5 Days
- Vacate Period (After Acceptance) 30 Days

**Note: Mandatory Marketing Time = 60 Days**



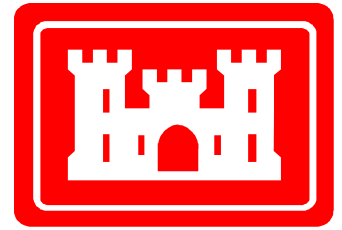
# CAUTION



- You **must market** your home for 60-day mandatory marketing time before accepting contractor's Appraised Value Offer...WHY?  
**Goal = Amended Value Offer**
- Your Listing Agreement **must include Exclusion Clause** (Handbook, Appendix 3)
- You **must mitigate** all safety and lender-required issues, and code violations before you can accept Appraised Value Offer
- **DO NOT** sign or initial outside contract of sale, or accept earnest money...  
**SHOWSTOPPER!!!**



# Destination Area Assistance



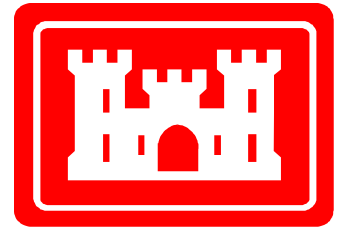
## **No Cost Services:**

- **Buyer Home Search**
- **Renter Home Search**
- **Mortgage Counseling**





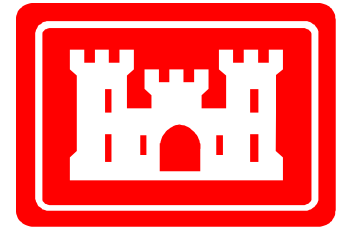
# Destination Home Search



- Free to all DoD employees
- No Travel Orders Needed
- Destination Area Information
- Advice on Planning Home Search
- Selection and Scheduling of Brokers
- Research on Family Requirements
- Follow-up and Quality Control



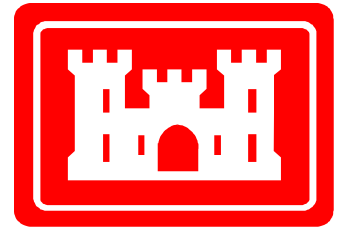
# Mortgage Counseling



- Information on Mortgages - Types, Rates, Terms, Fees, etc.
- Free Pre-qualification
- Expedited Application Processing
- Information on Variety of Lenders



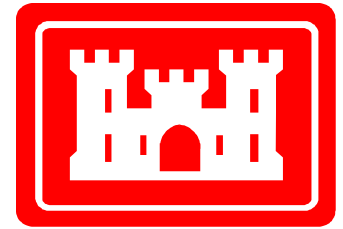
# Why DNRP?



- **Eliminates Real Estate Sale Reimbursement Voucher**
- **All JTR Real Estate Expenses Paid by Relo Contractor**
- **No RITA on Contract Fee Payments**
- **Provides Guaranteed Buyer**
- **Expedites PCS Moves**
- **Equity Advance Program**
- **Minimizes Temporary Quarters Costs**
- **You can Focus on the Job...Not Selling your House**



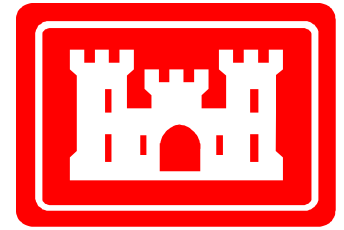
# How to Apply



- Employee Submits Request Form (Handbook, Appendix 1, Part 1) to Civilian Personnel Office (CPO)
- HR Verifies Agency Eligibility Criteria On Request Form (Part 2) and Prepares Travel Orders with DNRP Authorization
- Budget Office Certifies Availability of Funds on Request Form (Part 3)
- HR Forwards Request Form/Travel Orders to NRPO



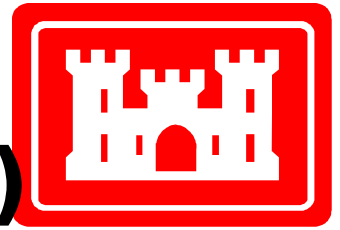
# NRPO Functions



- Places Orders With Contractor
- Counsels Employee
- Coordinates Contractor Activity
- Ensures Contract Compliance
- Receives/Verifies Invoices
- Forwards Invoices to Paying Office



# **National Relocation Program Office (NRPO)**



U.S.Army Engineer District, Baltimore  
Real Estate Division

**1-800-344-2501**

**410-962-2107**

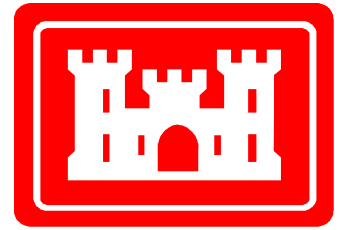
**410-962-4675**

**410-962-5171**

**FAX: 410-962-4322**



**Department of Defense**



# **National Relocation Program (DNRP)**

